

AN ORDINANCE TO ESTABLISH THE TREMONT PLANNING BOARD

1. Establishment. Pursuant to Article VIII, pt. 2, Section 1 of the Maine Constitution and Title 30-A MRSA Section 3001, the Town of Tremont hereby establishes the Tremont Planning Board.
2. Appointment
 - A. Board members shall be appointed by the Board of Selectmen and sworn by the Town Clerk
 - B. The Board shall consist of seven (7) members. A new member becomes eligible to vote immediately.
 - C. The term of each member shall be five (5) years; the initial appointments shall be such that the terms of office of no more than two (2) members shall expire in any single year.
 - D. When there is a permanent vacancy, the Town Officers shall, within 60 days of its occurrence, appoint a person to serve for the unexpired term. A vacancy shall occur upon the resignation or death of any member, or when a member ceases to be a legal resident of the Town, or when a member fails to attend four (4) consecutive regular meetings, or fails to attend at least 75% of all meetings during the preceding twelve (12) month period. When a vacancy occurs, the chairperson of the Board shall immediately so advise the Town Officers in writing. The Board may recommend to the Town Officers that the attendance provision be waived for cause, in which case no vacancy shall then exist until the Town Officers disapprove the recommendation. The Board of Selectmen shall remove members of the Planning Board by unanimous vote, for cause, after notice and hearing.
 - E. A Town Officer may not be a member.
3. Organization and Rules.
 - A. The Board shall elect a chairperson and vice-chairperson from among its members. The Board may either elect a secretary from among its members or hire a non-board member to serve as secretary. The term of all offices shall be one (1) year with eligibility for reelection.
 - B. Any question of whether a member shall be disqualified from voting on a particular matter shall be decided by a majority vote of the members except the member who is being challenged.
 - C. The chairperson shall call at least one regular meeting of the of the Board each month.
 - D. No meeting of the Board shall be held without a quorum consisting of four (4) members. The Board shall act by majority vote, calculated on the basis of the number of members present and voting.
 - E. The Board shall adopt rules for transaction of business and the secretary shall keep a record of its resolutions, transactions, correspondence,

findings, and determinations. All records shall be deemed public and may be inspected at reasonable times.

4. Duties; Powers.

- A. The Board, or a part thereof, may be designated by the Board of Selectmen as part of the local planning committee whose general responsibility is for the development and maintenance of a Comprehensive Plan (as defined by Title 30-A MRSA, Sections 4301-4344) and for the initial update and expansion of the existing Zoning Ordinance to reflect the Plan. The Board shall thereafter periodically review and make recommendations to the Board of Selectmen for the revisions to the Comprehensive Plan.
- B. The Board shall prepare and update its own by-laws.
- C. The Board shall review all requests for subdivision approval.
- D. The Board shall review and act upon all requests covered by Shoreland Zoning.
- E. The Board shall administer and enforce the Floodplain Management Ordinance and shall review the maps to determine their accuracy.
- F. The Board shall perform such duties and exercise such powers as are provided by Tremont ordinances and the laws of the State of Maine.

5. Amendments to this Ordinance.

- A. This Ordinance may be amended by a majority vote of the voters present at Town Meeting.
- B. Proposed amendments may be submitted to the Board of Selectmen by the Planning Board or by legal petition.
- C. At least 14 days before Town Meeting, the Planning Board shall hold a public hearing on the proposed change. At least seven (7) days notice in a newspaper with local circulation must be given before the public hearing.
- D. The Planning Board shall report in writing to the Board of Selectmen its opinion on the desirability of the proposed change, which opinion shall represent the vote of not less than four (4) members of the Board.

Passed as amended at Town Meeting: 5/15/90

Amended at Town Meeting: 5/14/91

Amended at Town Meeting: 5/12/98